

## **Work Element 400**

**June 2002**

### **Data Systems Development**

***PBC Work Element Manager – David Han***

OBJECTIVE: to define, develop, implement and evolve/enhance the requirements defined by NSSDC government staff relating to data storage, access and performance.

#### **SIGNIFICANT EVENTS:**

- Continued to support the operations staff with data ingest and archiving as needed.
- Maintained the DIONAS software suite and continued coding on enhancements to it.
- Continued planning of the system and processes to migrate NSSDC data to next generation of media.
- Coordinated with operations group for design and development of enhancements to DIONAS; coordinate software testing in an operational environment.
- Continued to interface with the Database Administrator about operational databases and next generation database designs.
- Continued to interface with NOST and coordinate the development of the next functional version of the NOST-supplied core software for DIONAS.
- Provided representation to the NSSDC Configuration Control Board.

## **Work Element 410**

**June 2002**

### **Data Systems Development**

***PBC Work Element Manager – David Han***

OBJECTIVE: to perform all the necessary, non-personal services required to manage contractor and sub-contractor staff supporting the Operations portion of the Space Science Data Operations Office (SSDOO). The contractor management team will meet with the NSSDC and SSDOO management staff to discuss significant events, updates, issues and concerns from the Operations Group. The Metrics Tracking System will be maintained current.

#### **SIGNIFICANT EVENTS:**

- Held Operations management staff meetings as needed.
- Held meetings with Operations staff as needed.
- Attended Government/Contractor meetings as scheduled.
- Provided representation to the NSSDC Configuration Control Board.
- Reported monthly PBC Metrics for May 2002 and semi-annual metrics for Dec '02 – May '03.

## **Work Element 421**

**June 2002**

### **NSSDC Data Ingest**

***PBC Work Element Manager – David Han***

OBJECTIVE: to ingest data into the NSSDC on-line, nearline and offline data archives.

#### **SIGNIFICANT EVENTS:**

- Continued to ingest IMAGE data, received 9 deliveries with a total of 279 files. All were ingested in a timely manner.
- Continued to ingest ISIS –1 data, received 18 deliveries with a total of 17552 files. All were ingested in a timely manner.
- Continued to receive and archive data on physical media, a total of 107 GB on 230 CDs and 4 magneto-optical disks from Cluster 2, FAST, Geotail, Polar, SAMPEX, Wind and ISTP missions.
- Continued to advise the software development team with operational insights for design and development of enhancements to DIONAS; continued to support software testing in an operational environment.
- Continued to support the planning efforts for system and process design to migrate NSSDC data to the next generation of media.
- Continued data processing and ingest for the remaining data from NDADS, including ISIS1, ISIS2, IRAS, Voyager, Ulysses, Pioneer, San Marco, Mariner 10, IMP 8 and Skylab.

## **Work Element 422**

**June 2002**

### **NSSDC Data Ingest**

***PBC Work Element Manager – David Han***

OBJECTIVE: to ensure that the data bundles entrusted to NSSDC are reliably findable, retrievable and usable into the indefinite future.

#### **SIGNIFICANT EVENTS:**

- Environmental monitors were checked each workday. The values recorded were out of compliance on 18 days. The PBC Work Element Manager was duly notified in a timely manner.
- Security was maintained and security procedures followed for the archive storage areas; there were no breaches.
- 3 boxes of tapes were recalled from off-site facilities at Iron Mountain and the Federal Records Center.
- Continued to advise the software development team with operational insights for design and development of enhancements of JIN; continued to support software.
- Continued to support the planning efforts for system and process design to migrate NSSDC data to the next generation of media.

## **Work Element 423**

**June 2002**

### **Request Coordination and Services**

***PBC Work Element Manager – David Han***

OBJECTIVE: to provide user support and request activities coordination for all data center services.

#### **SIGNIFICANT EVENTS:**

- The following user support was provided: e-mail referrals - 6; telephone - 27; scientific assistance - 3; e-mail support - 48; data services - 42; special projects - 23.
- A total of 7,456 shipments were made including 3 Federal Express shipments.
- We completed 6,380 requests for 6,467 Milky Way posters and 1,029 requests for 1,537 COBE posters.
- Due to so many mail messages being extracted in February, there weren't any new messages extracted in the month of June. The first work day of June there were 27,869 un-read mail messages in the account and on the last day of the month there were 30,962. There was a total of 3,093 new messages received in June. There are only a couple of files of labels left to be printed from the above amount that was extracted in February. Dave Guell is working on extracting the next group of mail messages to be edited and printed.
- Starting in June, staff will track the number of returned posters. The posters are returned for various reasons, mostly due to the recipient moving and not leaving a forwarding address. They were 43 MW and 11 COBE posters returned in June.
- We received two hardcopy survey forms. Both were excellent. One stated "good, fast service".
- Carolyn Ng took several Blackout! videos to a meeting at Penn State. She will collect \$8.00 from anyone who wants to buy one at the meeting. As per Joe King's instructions, we are not going to track these requests (staff

would like to track them for accounting/audit purposes but was told to follow Joe's instructions).

- Marie Dowling is back full-time.
- Tracking of User Support only requests in the JRAND database will begin in July.
- Staff members continue to inventory all of the NSSDC photo archive data for the eventual creation of an Oracle database of all analog data.

## **Work Element 430**

**June 2002**

### **NSSDC Data Ingest**

***PBC Work Element Manager – David Han***

OBJECTIVE: to provide comprehensive information functionality related to availability of data, to all launched spacecraft and to many spaceborne experiments.

#### **SIGNIFICANT EVENTS:**

- Maintained and updated the NSSDC Master Catalog.
- Maintained and updated JRAND.
- Maintained and updated JEDS and IDA.
- Maintained AIM and TRF and made 115 updates to them.
- No problem reports about the databases were received this period.
- No FILEX report was required this period.
- No SATX report was required this period.
- Prepared and issued SPACEWARN report in a timely manner.

## **Work Element 440**

**June 2002**

### **Computing Systems Operations**

***PBC Work Element Manager – David Han***

OBJECTIVE: to provide systems analysis and technical support to the operational computer activities of the NSSDC.

#### **SIGNIFICANT EVENTS:**

- Continued to maintain existing hardware (servers, Macs, PCs and peripherals) and system-level software – VMS, unix, Mac-OS, Windows, and other operational packages -- to ensure the optimal performance and connectivity. The average availability of systems for June 2002 was 99.87%.
- Continued to integrate new hardware and system-level software into existing systems to achieve upgraded capabilities and state-of-the-art facilities. Installed new printer for software group. Installed Tomcat Software.
- Maintained security of the systems to minimize security breaches. No security breaches were detected in this reporting period.
- Continued to administer specialized software such as data base and disk management systems.
- Continued to provide users with the necessary documentation, training, and assistance so that resources are fully utilized.